

[REDACTED]

From: [REDACTED]
Sent: Wednesday, February 04, 2015 10:01 AM
To: [REDACTED]
Subject: RE: New Case: OI-AT-2015-CAC-0031 - UNKNOWN SUBJECT: POSSIBLE THEFT OF FILES FROM AIR, PESTICIDES AND TOXIC SUBSTANCES MANAGEMENT DIVISION, EPA REGION 4, ATLANTA, GA

Hi [REDACTED],
Just a note to let you know I'm the attorney assigned to this case. Please contact me with any legal questions/concerns.
Thanks,
[REDACTED]

From: [REDACTED] On Behalf Of OIGCounsel
Sent: Monday, February 02, 2015 9:58 AM
To: [REDACTED]
Subject: FW: New Case: OI-AT-2015-CAC-0031 - UNKNOWN SUBJECT: POSSIBLE THEFT OF FILES FROM AIR, PESTICIDES AND TOXIC SUBSTANCES MANAGEMENT DIVISION, EPA REGION 4, ATLANTA, GA

From: [REDACTED] [[mailto:\[REDACTED\]](#)]
Sent: Friday, January 30, 2015 12:47 PM
To: OIGCounsel
Subject: New Case

I2M - Investigations

Email sent to:

[REDACTED]

OIGCounsel@epa.gov

Case: OI-AT-2015-CAC-0031 - UNKNOWN SUBJECT: POSSIBLE THEFT OF FILES FROM AIR, PESTICIDES AND TOXIC SUBSTANCES MANAGEMENT DIVISION, EPA REGION 4, ATLANTA, GA

Agent: [REDACTED]

Action: New Case by [REDACTED]

Type: Case Initiation

Description: **CI-01/30/2015**

[REDACTED]

From: [REDACTED]
Sent: Friday, March 13, 2015 4:57 PM
To: [REDACTED]
Subject: FW: Notification of Possible Breach in R4
Attachments: 2015 Case Pipeline edited 03052015.xlsx

[REDACTED] here is the information on the data breach. Thanks.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Thursday, March 05, 2015 10:35 AM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED],

After double checking my assessment, I found that I failed to account for several files that are in-house being actively worked on by staff. The corrected numbers are:

On chart:101
Missing:96
On chart but accounted for:5
Likely to have PII:8

I apologize for any inconvenience. Thanks.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Wednesday, March 04, 2015 7:25 PM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED],

I have completed my review of the lead-based paint enforcement files and have determined that 100 files are missing. On the attached spreadsheet, it shows 108 files in total. Eight of those files are highlighted in yellow because I believe the files are in the possession of staff who are or have worked on those files. Additionally, I have highlighted eight files in blue. For these 8 files, I expect that these are individuals rather than companies or firms, and as such are more likely to have PII such as names, personal addresses and phone numbers. It is possible that these files also contain personal email addresses. It is very unlikely that any of these files contain any medical records.

Please let me know if you have any questions or need additional information. Thank you.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Monday, March 02, 2015 1:00 PM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED]

Apologies for not having the report to you yet. I will have something to you by COB Wednesday. Thanks.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Monday, March 02, 2015 12:19 PM
To: [REDACTED]
Subject: Notification of Possible Breach in R4

FYI:

[REDACTED]

would like a status report regarding the breach. Please let me know when this will be available. Thanks.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Friday, February 27, 2015 10:49 AM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED]

I am following up on this breach. What were your final findings regarding the enforcement files?

-----Original Message-----

From: [REDACTED]
Sent: Monday, February 02, 2015 1:07 PM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED]:

We are still investigating the breach. We will know more once the investigation has concluded. Personnel in the Air Division have indicated that the files contained some names, home addresses, home email addresses and medical records. They were able to determine the volume based on information provided by the case inspectors and information contained in the ICIS database. Thanks.

[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Monday, February 02, 2015 11:44 AM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED],

The information that I need to know most is exactly what type of PII was contained in the missing files? Names, medical records, home addresses, personal email addresses, etc? Is there any way to identify the specific individuals that may have been impacted by the loss of those particular files? How are you able to pinpoint the potential number of files lost- is there a record keeping system similar to a library or is this a best guess estimation?

-----Original Message-----

From: [REDACTED]
Sent: Thursday, January 29, 2015 11:24 AM

To: [REDACTED]

Subject: Notification of Possible Breach in R4

[REDACTED]:

Attached is a notification of a possible breach in Region 4. For additional information, please feel free to contact me at [REDACTED]. Thanks.

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, March 25, 2015 6:14 PM
To: [REDACTED]
Subject: Hotline 2015-160
Attachments: 2015-066 referral.pdf

FYI the attached relates to Hotline 2015-160, I know the name of the Region 4 Employee. Let me know if you need more info. [REDACTED]

Special Agent [REDACTED]
[REDACTED]

US EPA, OIG, Office of Investigations HQ
1200 Pennsylvania Ave NW Mailcode 2431T
Washington, DC 20460
Voice - [REDACTED] Cell [REDACTED]

Hotline - 202-566-2476 or 888-546-8740
Hotline Fax 202-566-2599 Web Address oig_hotline@epa.gov

Hotline records are protected under the Privacy Act 5 U.S.C. § 552a. All EPA employees handling protected information have a legal and ethical obligation to hold that information in confidence and to actively protect it from improper uses. Except as specifically authorized, EPA employees shall not disclose, directly or indirectly the contents of any record about another individual to any person or organization. EPA employees who willfully release protected information, without authority, may be guilty of a misdemeanor and fined up to \$5,000. In addition, any employee violating the Privacy Act or EPA regulations is subject to disciplinary action, which may result in dismissal.

[REDACTED]

From: [REDACTED]
Sent: Thursday, March 26, 2015 11:19 AM
To: [REDACTED]
Subject: RE: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4

Will do.

From: [REDACTED]
Sent: Thursday, March 26, 2015 11:17 AM
To: [REDACTED]
Subject: RE: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
OK If you want to reassign one, you can reassign [REDACTED] to [REDACTED]

From: [REDACTED]
Sent: Thursday, March 26, 2015 11:16 AM
To: [REDACTED]
Subject: RE: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
Yes, (b) (5) [REDACTED]. [REDACTED] hasn't responded regarding [REDACTED].

From: [REDACTED]
Sent: Thursday, March 26, 2015 11:14 AM
To: [REDACTED]
Subject: RE: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
Did you mean to say [REDACTED] in your first reference to [REDACTED] below. Secondly, am I understanding correctly that (b) (5), (b) (6), (b) (7)(C) [REDACTED]
[REDACTED]

From: [REDACTED]
Sent: Thursday, March 26, 2015 11:11 AM
To: [REDACTED]
Subject: FW: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
FYI, I'm unsure if (b) (5), (b) (6), (b) (7)(C) [REDACTED] That will leave you with 6 open cases.
Probably should reassign one to [REDACTED] only has 3 cases. Let me know what you think.

From: [REDACTED]
Sent: Tuesday, March 24, 2015 5:42 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
[REDACTED]

I'll touch base tomorrow, but was going to defer the above-referenced case to you (b) (5)

Thanks,

From: [REDACTED]
Sent: Tuesday, March 24, 2015 2:20 PM
To: [REDACTED]
Subject: FW: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
Special Agent [REDACTED]

US EPA, OIG, Office of Investigations HQ
1200 Pennsylvania Ave NW Mailcode 2431T
Washington, DC 20460

Voice - [REDACTED] Cell [REDACTED]

Hotline - 202-566-2476 or 888-546-8740

Hotline Fax 202-566-2599 Web Address oig_hotline@epa.gov

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From: [REDACTED]
Sent: Tuesday, March 24, 2015 2:00 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4

All,

This same complaint was received by the Atlanta Field Office on 03/16/2015 and a complaint was opened upon my return from FL, 03/20/2015. I opened a complaint, #COMP-2015-73, under the title of [REDACTED]. Because [REDACTED] it was referred to [REDACTED]

From: [REDACTED]
Sent: Tuesday, March 24, 2015 1:38 PM
To: [REDACTED]
Subject: FW: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
FYI

From: [REDACTED]
Sent: Tuesday, March 24, 2015 1:27 PM
To: [REDACTED]
Subject: Hotline 2015-160 EPA CONTRACT INSPECTORS WITHOUT PROPER CREDENTIALS, REGION 4
Acting [REDACTED] was also sent this referral. [REDACTED]
Special Agent [REDACTED]

US EPA, OIG, Office of Investigations HQ

1200 Pennsylvania Ave NW Mailcode 2431T

Washington, DC 20460

Voice - [REDACTED] Cell [REDACTED]

Hotline - 202-566-2476 or 888-546-8740

Hotline Fax 202-566-2599 Web Address oig_hotline@epa.gov

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[REDACTED]

From: [REDACTED]
Sent: Friday, March 27, 2015 8:28 AM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

I'm [REDACTED] south end of the building.

-----Original Message-----

From: [REDACTED]
Sent: Friday, March 27, 2015 8:26 AM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

Where is your office

-----Original Message-----

From: [REDACTED]
Sent: Friday, March 27, 2015 8:25 AM
To: [REDACTED]
Subject: RE: Notification of Possible Breach in R4

[REDACTED] that works for me, I'll be over at 10. Thanks.

-----Original Message-----

From: [REDACTED]
Sent: Thursday, March 26, 2015 8:08 PM
To: [REDACTED]
Subject: Re: Notification of Possible Breach in R4

How about 10am

Sent from my iPhone

> On Mar 26, 2015, at 6:35 PM, [REDACTED]@epa.gov> wrote:

>
> [REDACTED], sorry about being so late to respond. I am in and available all day tomorrow. If that doesn't work for you, let me know when is a good time for you next week. Thanks.
>
> [REDACTED]
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Friday, March 20, 2015 9:59 AM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4
>
> [REDACTED]
>
> When will be a good day/time for us to get together next week,
>
> [REDACTED]
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Friday, March 13, 2015 4:57 PM
> To: [REDACTED]
> Subject: FW: Notification of Possible Breach in R4
>
> [REDACTED], here is the information on the data breach. Thanks.
>
> [REDACTED]
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Thursday, March 05, 2015 10:35 AM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4
>
> [REDACTED],
>
> After double checking my assessment, I found that I failed to account for several files that are in-house being actively worked on by staff. The corrected numbers are:
>

> On chart: 101
> Missing: 96
> On chart but accounted for: 5
> Likely to have PII: 8

>
> I apologize for any inconvenience. Thanks.

>
> [REDACTED]
>
>
>
> -----Original Message-----

> From: [REDACTED]
> Sent: Wednesday, March 04, 2015 7:25 PM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4

>
> [REDACTED]
>
> I have completed my review of the lead-based paint enforcement files and have determined that 100 files are missing. On the attached spreadsheet, it shows 108 files in total. Eight of those files are highlighted in yellow because I believe the files are in the possession of staff who are or have worked on those files. Additionally, I have highlighted eight files in blue. For these 8 files, I expect that these are individuals rather than companies or firms, and as such are more likely to have PII such as names, personal addresses and phone numbers. It is possible that these files also contain personal email addresses. It is very unlikely that any of these files contain any medical records.

>
> Please let me know if you have any questions or need additional information. Thank you.

>
> [REDACTED]
>
>
>
> -----Original Message-----

> From: [REDACTED]
> Sent: Monday, March 02, 2015 1:00 PM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4

>
> [REDACTED]
>
> Apologies for not having the report to you yet. I will have something to you by COB Wednesday. Thanks.

>
> [REDACTED]
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Monday, March 02, 2015 12:19 PM
> To: [REDACTED]
> Subject: Notification of Possible Breach in R4
>
> FYI:
>
> [REDACTED] would like a status report regarding the breach. Please let me know when this will be available. Thanks.
>
> [REDACTED]
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Friday, February 27, 2015 10:49 AM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4
>
> [REDACTED],
> I am following up on this breach. What were your final findings regarding the enforcement files?
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Monday, February 02, 2015 1:07 PM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4
>
> [REDACTED]
>
> We are still investigating the breach. We will know more once the investigation has concluded. Personnel in the Air Division have indicated that the files contained some names, home addresses, home email addresses and medical records. They were able to determine the volume based on information provided by the case inspectors and information contained in the ICIS database. Thanks.
>
> [REDACTED]
>
>
>

>
> -----Original Message-----
> From: [REDACTED]
> Sent: Monday, February 02, 2015 11:44 AM
> To: [REDACTED]
> Subject: RE: Notification of Possible Breach in R4
>
> [REDACTED],
> The information that I need to know most is exactly what type of PII was contained in the missing files? Names, medical records, home addresses, personal email addresses, etc? Is there any way to identify the specific individuals that may have been impacted by the loss of those particular files? How are you able to pinpoint the potential number of files lost- is there a record keeping system similar to a library or is this a best guess estimation?
>
> -----Original Message-----
> From: [REDACTED]
> Sent: Thursday, January 29, 2015 11:24 AM
> To: [REDACTED]
> Subject: Notification of Possible Breach in R4
>
> [REDACTED]:
>
> Attached is a notification of a possible breach in Region 4. For additional information, please feel free to contact me at [REDACTED]. Thanks.
>
> [REDACTED]
>

[REDACTED]

From: [REDACTED]
Sent: Monday, May 18, 2015 11:17 AM
To: [REDACTED]
Subject: RE: OIG Request for Interview

Fine with me.

From: [REDACTED]
Sent: Monday, May 18, 2015 11:17 AM
To: [REDACTED]
Subject: RE: OIG Request for Interview

[REDACTED] is good. How about 1pm?

From: [REDACTED]
Sent: Monday, May 18, 2015 11:16 AM
To: [REDACTED]
Subject: RE: OIG Request for Interview

[REDACTED],

I may not be available on 5/20/15. Will Tuesday afternoon or Thursday times works for you?

[REDACTED] Office

From: [REDACTED]
Sent: Monday, May 18, 2015 10:42 AM
To: [REDACTED]
Subject: OIG Request for Interview

I need to speak with you regarding a report of missing files within your section. I have spoken with several of your co-workers regarding this issue. You are not a subject in this investigation, only a witness.

Would you meet with me at 10am on Wednesday (05/20/2015) in the OIG office to discuss this issue.

Thank you,

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: ([REDACTED])
Fax: (404) 562-9856

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 8:07 AM
To: [REDACTED]
Subject: Missing files follow up

[REDACTED] found an original inspection report in the paper dumpster.

This should always be in the official inspection file. I think someone needs to go through the dumpster to see what else is there.

A coworker [REDACTED] dumped a lot of documents in the trash dumpster next to the lead enforcement files ([REDACTED]). At first I thought it was just different permits from the [REDACTED] office, but underneath there were CAFO letter and other enforcement documents that should be in the official file or, if a duplicate, should be shredded. I certainly didn't take the time to go through everything, I just got a grab sample.

Hope you can have someone look through the dumpster before they take it away. [REDACTED]

[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

From: [REDACTED]
Sent: Thursday, April 09, 2015 12:31 PM
To: [REDACTED]
Subject: RE: Archived records for 2012, 2013, 2014 & 2015

[REDACTED] was not our Administrative Asst. but [REDACTED] for our Branch. [REDACTED]

[REDACTED] numbers as case developers or inspectors requested the next docket number for their case. [REDACTED]

[REDACTED] The docket number log book [REDACTED] went missing a few months after [REDACTED]

[REDACTED] was our [REDACTED] It was in [REDACTED] office that I often saw boxes of files to be archived and where I later found one of my missing files in 3 archive boxes of files. These are the ones [REDACTED] the list of files and 6 or 8 file contents. [REDACTED] log book for a while (previously it was kept on the shelves with the inspection files) but it went missing about 6 months ago (or longer) before [REDACTED] left.

When [REDACTED] often took the two log books and some people thought [REDACTED] have the log books.

[REDACTED] is also knowledgeable about tracking and log books for lead-based paint inspections. [REDACTED]

[REDACTED]
[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

From: [REDACTED]
Sent: Thursday, April 09, 2015 11:53 AM
To: [REDACTED]
Subject: RE: Archived records for 2012, 2013, 2014 & 2015

[REDACTED]

I was going through my notes of our conversation the other week. Did you say that [REDACTED] was [REDACTED] in your section? [REDACTED]

Thank you,

[REDACTED]

From: [REDACTED]
Sent: Monday, April 06, 2015 11:20 AM
To: [REDACTED]
Subject: RE: Archived records for 2012, 2013, 2014 & 2015

o.k. Thanks.

[REDACTED]
[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

From: [REDACTED]
Sent: Monday, April 06, 2015 11:08 AM
To: [REDACTED]
Subject: RE: Archived records for 2012, 2013, 2014 & 2015

Thanks, but if this request is related to our interview the other day, you don't need to make it. I'll request any agency records that I need.

From: [REDACTED]
Sent: Monday, April 06, 2015 10:59 AM
To: [REDACTED]
Subject: FW: Archived records for 2012, 2013, 2014 & 2015

Just for FYI. [REDACTED]

[REDACTED]
[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

From: [REDACTED]
Sent: Monday, April 06, 2015 10:42 AM
To: [REDACTED]
Subject: RE: Archived records for 2012, 2013, 2014 & 2015

Good Morning [REDACTED]

While having our 9:00 am Staff Meeting this morning and we report what we are working on and I reported that I was working on [REDACTED]
[REDACTED] this information because it will be very time consuming. [REDACTED] will be in touch with [REDACTED]
request and I will move forward after [REDACTED] speaks with [REDACTED]

Thank you for your patience.

Have a great day.

[REDACTED]

From: [REDACTED]
Sent: Friday, April 03, 2015 4:00 PM
To: [REDACTED]
Subject: Archived records for 2012, 2013, 2014 & 2015

[REDACTED] the data base of archived files for record schedule 211 and 207 (compliance & enforcement files) for the last three years.

If you can narrow it down to Lead-based Paint program or PTSB that would be great. If not, just APTMD is fine.

Thanks. [REDACTED]

[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 8:10 AM
To: [REDACTED]
Subject: also a penalty calculation sheet in a 3/21/13 printout for Clear Choice Windows. I'll bring it by if you need it.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 1:56 PM
To: [REDACTED]
Subject: Re: Missing Enforcement files

[REDACTED], will do. All the files are lead-based paint, no other programs were affected as far as I know.

[REDACTED]

Sent from my iPhone

On May 20, 2015, at 12:23 PM, [REDACTED]@epa.gov> wrote:

I should be here all day Friday. Can you come by the OIG office when you get a chance?
One other questions. With regards to the missing file, are they all related to Lead Based Paint Inspections or are other inspections involved, ie. asbestos?

Thanks,
[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 11:47 AM
To: [REDACTED]
Subject: Re: Missing Enforcement files

[REDACTED]
I am on travel today and tomorrow. I'll be in the office Friday from late morning through the end of the day. Then I'm out all week next week.
Friday afternoon any time would be the best time for me.
[REDACTED]

Sent from my iPhone

On May 20, 2015, at 8:19 AM, [REDACTED]@epa.gov> wrote:

I need to schedule a meeting with you. When is a good time?
[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20

Atlanta, GA 30303

Office:

Fax: (404) 562-9856



[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 3:46 PM
To: [REDACTED]
Subject: 4 filled red moving boxes in [REDACTED]

Everyone is on the search for moving boxes and (helping [REDACTED]) just saw 4 red boxes kind of hidden in [REDACTED] [REDACTED]. Didn't look inside but looked like at least one was filled with papers.

That is an extraordinary large amount of documents for anyone to keep in their cube. [REDACTED]

[REDACTED]
[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, May 22, 2015 2:59 PM
To: [REDACTED]
Subject: FW: Lead-based paint inspection files

[REDACTED],

Here is the email you requested. I will also send you the updated spreadsheet of missing files and identify the recently found files. Please let me know if you need anything else. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, January 28, 2015 11:28 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Lead-based paint inspection files

All,

[REDACTED] moved the lead-based paint inspection/enforcement files to cabinets in [REDACTED] in order to conduct a review of the files. Please see me or [REDACTED] if you need access to any of these files while this review is ongoing.

Additionally, please return to me any files you have in your work stations on which you are not currently ACTIVELY working a CAFO. Also, please provide me a list of those files which you are keeping in your work station, including name and ICIS number. Please provide this information as soon as possible, but no later than Friday, January 30. If you cannot complete this by Friday, please let me know. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, May 26, 2015 9:11 AM
To: [REDACTED]
Subject: August 2014 email on some 2014 lbp inspections

Just ran across this with about 25 lead-based paint (lbp) documents, mostly closing the cases. PAB (permanent abeyance) is the letter sent out to respondent stating there are no violations.

All docs by [REDACTED], and [REDACTED] are for lbp files.

[REDACTED]
[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

From: ptsbfast [<mailto:QuickPlace@epagpx.rtp.epa.gov>]
Sent: Friday, August 29, 2014 4:45 AM
To: [REDACTED]
Subject: What's New in Lotus Quickr ptsbfast

LOTUSQUICKRNEWS

Weekly news for Friday, 08/29/2014, personalized for [REDACTED].

LotusQuickr: <https://epa> [REDACTED] (7)(E)

For the latest news:

<https://epa> [REDACTED] (7)(E)

CONTENT UPDATE. Recently added items.

Home:



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

USEFUL LINKS

To unsubscribe, edit this page:
<https://epa> [REDACTED] b) (7)(E), (b) (6), (b) (7)(C)

[REDACTED]

From: [REDACTED]
Sent: Tuesday, May 26, 2015 10:32 AM
To: [REDACTED]
Subject: RE: OIG interview

I'm sorry, [REDACTED], but I not only don't remember what time I [REDACTED], I don't even remember whether it was morning or afternoon.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, May 26, 2015 10:27 AM
To: [REDACTED]
Subject: RE: OIG interview

Forgot to ask when we spoke. Do you recall the time (or approximate) that [REDACTED] dumping the items in the recycle bin?

Thank you,

[REDACTED]

From: [REDACTED]
Sent: Thursday, May 21, 2015 12:53 PM
To: [REDACTED]
Subject: RE: OIG interview

I think that's what they told Galileo.

From: [REDACTED]
Sent: Thursday, May 21, 2015 12:50 PM
To: [REDACTED]
Subject: RE: OIG interview

There's a buzzer by the interior door just ring it. With regards to any interview techniques employed, I can't make any promises.

See you Monday

From: [REDACTED]
Sent: Thursday, May 21, 2015 12:48 PM
To: [REDACTED]
Subject: RE: OIG interview

[REDACTED] will be fine for me as long as there is no waterboarding involved. I see that your offices' doors have code pads to be used to open them. Will I have to break the door down to get in?

From: [REDACTED]
Sent: Thursday, May 21, 2015 12:37 PM
To: [REDACTED]
Subject: RE: OIG interview

Thank you. I suspect this will be a short conversation.

How about [REDACTED]

Thanks again,

[REDACTED]

From: [REDACTED]
Sent: Thursday, May 21, 2015 12:35 PM
To: [REDACTED]
Subject: RE: OIG interview

[REDACTED],

I don't have much to tell that you can't already surmise. I am here [REDACTED] also, and my hours are [REDACTED], but if I had a preference, the earlier in the day the better, and no day is more preferable than any other.

Regards,

[REDACTED]
USEPA Region 4, Atlanta

From: [REDACTED]
Sent: Thursday, May 21, 2015 12:22 PM
To: [REDACTED]
Subject: OIG interview

[REDACTED],

I would like to speak with you concerning your observations related to [REDACTED] placing documents/trash in the recycle bin in the 12th floor file room on Tuesday (05/19).

When are you available (next week) to come to the OIG's office (12th floor, east side) to discuss this matter?

Thank you,

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, June 02, 2015 2:22 PM
To: [REDACTED]
Subject: RE: Missing Enforcement files
Attachments: 2015 Case Pipeline edited 04282015.xlsx; 2015 Case Pipeline edited 03042015.xlsx

[REDACTED],

Here are the 2 Excel files which list the missing lead-based paint files. The files found since the first list was created are:



Please let me know if you have any questions or need additional information. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 1:56 PM
To: [REDACTED]
Subject: Re: Missing Enforcement files

[REDACTED], will do. All the files are lead-based paint, no other programs were affected as far as I know.

[REDACTED]

Sent from my iPhone

On May 20, 2015, at 12:23 PM, [REDACTED] [@epa.gov](mailto:[REDACTED]@epa.gov)> wrote:

I should be here all day Friday. Can you come by the OIG office when you get a chance?

One other questions. With regards to the missing file, are they all related to Lead Based Paint Inspections or are other inspections involved, ie. asbestos?

Thanks,

[REDACTED]

From: [REDACTED]
Sent: Wednesday, May 20, 2015 11:47 AM
To: [REDACTED]
Subject: Re: Missing Enforcement files

[REDACTED],

I am on travel today and tomorrow. I'll be in the office Friday from late morning through the end of the day. Then I'm out all week next week. Friday afternoon any time would be the best time for me.

[REDACTED]

Sent from my iPhone

On May 20, 2015, at 8:19 AM, [REDACTED] [@epa.gov](mailto:[REDACTED]@epa.gov)> wrote:

I need to schedule a meeting with you. When is a good time?

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, July 17, 2015 9:28 AM
To: [REDACTED]
Subject: Link
Importance: High

<http://intranet.epa.gov/records/schedule/>

[REDACTED]

From: [REDACTED]
Sent: Friday, July 17, 2015 12:52 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Retention Schedule for Lead Enforcement Files

[REDACTED]:

I am also sending you copies of the actual EPA Retention Schedules.

[REDACTED]

EPA Schedule	Retention	EPA Consolidated Schedule
207 Enforcement Action Files	(a)10 years administrative case files (b)20 years judicial case files (c1) 20 years landmark (c2) 5 years landmark or precedent case	1044*
211 Compliance & Enforcement Files	5 years disposable	1044
216 Air Quality Management Files	5 years disposable	1044

*The EPA Consolidated Schedule is still in draft.

[REDACTED]

From: [REDACTED]
Sent: Friday, July 17, 2015 12:53 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Applicable Retention Schedules
Attachments: Scan001.PDF

[REDACTED]

From: [REDACTED]
Sent: Tuesday, November 03, 2015 12:38 PM
To: [REDACTED]
Subject: RE: Questions

Sounds good. (b) (5) [REDACTED]

From: [REDACTED]
Sent: Tuesday, November 03, 2015 12:31 PM
To: [REDACTED]
Subject: RE: Questions

(b) (5) [REDACTED]

From: [REDACTED]
Sent: Tuesday, November 03, 2015 12:30 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: RE: Questions

(b) (5) [REDACTED]

From: [REDACTED]
Sent: Tuesday, November 03, 2015 12:19 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: Questions

(b) (5) [REDACTED]

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856



[REDACTED]

From: [REDACTED]
Sent: Wednesday, November 25, 2015 1:01 PM
To: [REDACTED]
Subject: FW: [REDACTED]
Attachments: Scanned from a Xerox Multifunction Device.pdf

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, March 31, 2015 4:05 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: [REDACTED]

From: [REDACTED]
Sent: Thursday, January 29, 2015 11:33 AM
To: [REDACTED]
Subject: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, November 25, 2015 1:02 PM
To: [REDACTED]
Subject: FW: [REDACTED]
Attachments: Scanned from a Xerox Multifunction Device.pdf

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, March 31, 2015 4:04 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: [REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Thursday, January 29, 2015 11:51 AM
To: [REDACTED]
Subject: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, November 25, 2015 1:03 PM
To: [REDACTED]
Subject: FW: [REDACTED]
Attachments: Scanned from a Xerox Multifunction Device.pdf

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, March 31, 2015 4:04 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: [REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Thursday, January 29, 2015 11:43 AM
To: [REDACTED]
Subject: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, November 25, 2015 1:03 PM
To: [REDACTED]
Subject: FW: [REDACTED]
Attachments: Scanned from a Xerox Multifunction Device.pdf

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, March 31, 2015 4:03 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: [REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Thursday, January 29, 2015 12:03 PM
To: [REDACTED]
Subject: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]
US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, November 25, 2015 1:04 PM
To: [REDACTED]
Subject: FW: [REDACTED]
Attachments: Scanned from a Xerox Multifunction Device.pdf

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, March 31, 2015 4:03 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: [REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Thursday, January 29, 2015 11:57 AM
To: [REDACTED]
Subject: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

US EPA Region 4
61 Forsyth Street
Atlanta, Georgia 30303
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:57 PM
To: [REDACTED]
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

There are no records prior to 2013. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:55 PM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

Thank you. Just so I'm clear, there are no records prior to 2013.

Thank you again,

[REDACTED]

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:50 PM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

The Agency has only conducted Mandatory Records Training twice. Below is the information you requested. Should you have additional questions, please give me a call at [REDACTED]. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:44 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: Requested Information - Records Training for [REDACTED]

Hi [REDACTED],

After reviewing the training stats spreadsheets, [REDACTED] (Air Division) completed the following two Agency issued mandatory records training courses:

2013 Annual Records Management On-line Training – Training was completed in August 2013

2015 Annual Records Management On-line Training – Training was completed in January 2016

[REDACTED]
[REDACTED]
Freedom of Information Act and Records Management Section
U.S. ENVIRONMENTAL PROTECTION AGENCY
61 Forsyth Street
Atlanta, GA 30303
[REDACTED]
(404) 562-8054 (fax)
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, January 19, 2016 4:27 PM
To: [REDACTED]
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

Yes, EPA deployed the first mandatory Records Training for all employees in 2013. However, other Records Training was available to Regional staff. Also, media specific mandatory CBI training for FIFRA and TSCA were yearly requirements for those individuals handling records covered under those statutes. If you need training information regarding FIFRA and TSCA, please let me know. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, January 19, 2016 11:11 AM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED],

Mandatory training didn't start until 2013, correct?

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:50 PM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

The Agency has only conducted Mandatory Records Training twice. Below is the information you requested. Should you have additional questions, please give me a call at [REDACTED]. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:44 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: Requested Information - Records Training for [REDACTED]

Hi [REDACTED],

After reviewing the training stats spreadsheets, [REDACTED] [REDACTED] completed the following two Agency issued mandatory records training courses:

2013 Annual Records Management On-line Training – Training was completed in August 2013

2015 Annual Records Management On-line Training – Training was completed in January 2016

[REDACTED]
[REDACTED]
Freedom of Information Act and Records Management Section
U.S. ENVIRONMENTAL PROTECTION AGENCY
61 Forsyth Street
Atlanta, GA 30303
[REDACTED]
(404) 562-8054 (fax)
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, January 20, 2016 6:32 PM
To: [REDACTED]
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

Answers to your questions are in red. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, January 20, 2016 12:51 PM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

Sorry to bother you again, but I have a couple of follow-up questions:

Was the records training offered to Regional staff, prior to 2013, offered on-line or through your office; Records training was offered both online and through my office, with no Agency requirement that staff take it. Prior to 2013, the online records training focused on "how to save a record" by using ECMS (what is now known as EZ Email).

and do you know if the Region required records training (outside of CBI) for new employees prior to 2013? Again, new staff was told about records training and their roles and responsibilities as they relate to records management. However, no records training was REQUIRED for new employees prior to 2013, outside of CBI training.

Thanks again for your assistance,

[REDACTED]

From: [REDACTED]
Sent: Tuesday, January 19, 2016 4:27 PM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

Yes, EPA deployed the first mandatory Records Training for all employees in 2013. However, other Records Training was available to Regional staff. Also, media specific mandatory CBI training for FIFRA and TSCA were yearly requirements for those individuals handling records covered under those statutes. If you need training information regarding FIFRA and TSCA, please let me know. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, January 19, 2016 11:11 AM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED],

Mandatory training didn't start until 2013, correct?

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:50 PM
To: [REDACTED]@epa.gov>
Subject: RE: Requested Information - Records Training for [REDACTED]

[REDACTED]:

The Agency has only conducted Mandatory Records Training twice. Below is the information you requested. Should you have additional questions, please give me a call at [REDACTED]. Thanks.

[REDACTED]

From: [REDACTED]
Sent: Thursday, January 14, 2016 3:44 PM
To: [REDACTED]@epa.gov>
Subject: Requested Information - Records Training for [REDACTED]

Hi [REDACTED],

After reviewing the training stats spreadsheets, [REDACTED] [REDACTED]) completed the following two Agency issued mandatory records training courses:

2013 Annual Records Management On-line Training – Training was completed in August 2013

2015 Annual Records Management On-line Training – Training was completed in January 2016

[REDACTED]

Freedom of Information Act and Records Management Section
U.S. ENVIRONMENTAL PROTECTION AGENCY
61 Forsyth Street
Atlanta, GA 30303

[REDACTED]

(404) 562-8054 (fax)

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, January 26, 2016 4:12 PM
To: [REDACTED]
Subject: RE: OIG investigation related to Missing Inspection/Enforcement Files

[REDACTED] promoted to [REDACTED] on [REDACTED] 2012

From: [REDACTED]
Sent: Tuesday, January 26, 2016 11:29 AM
To: [REDACTED] > [REDACTED]
Subject: OIG investigation related to Missing Inspection/Enforcement Files

[REDACTED]

I am completing my Report of Investigation for the allegation cited above. Based on my notes, I have [REDACTED] as the [REDACTED], prior to [REDACTED] promotion [REDACTED], and [REDACTED] eventually being promoted to the [REDACTED] position. During the time frame between [REDACTED] and [REDACTED], [REDACTED] served as acting [REDACTED]. In addition, [REDACTED] served as the acting [REDACTED] while [REDACTED] was on [REDACTED] leave in [REDACTED]. Is that correct?

[REDACTED] would you provide me with the approximate date you were promoted to [REDACTED] and [REDACTED] would you provide the approximate date of your promotion?

FYI... I was unable to substantiate the allegation that the missing files were stolen or intentionally destroyed. So, if you have any additional information that may effect that finding, let me know and we can talk.

Thanks,

[REDACTED] Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:45 PM
To: [REDACTED]
Subject: ROI
Attachments: ROI - Poss Theft of Files from APTSMD R4.docx

I made only minor corrections. Changed some spacing just for looks. Review and then forward on to your OC attorney for legal review. thx

[REDACTED]
Special Agent
EPA OIG-Ofc of Investigations
Research Triangle Park, NC
[REDACTED]

[REDACTED]@epa.gov

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:51 PM
To: [REDACTED]
Subject: FW: ROI
Attachments: ROI - Poss Theft of Files from APTSMD R4.docx

[REDACTED],

You were listed as the Attorney for this investigation. While investigating the initial allegation, a related employee matter was identified. The employee matter is identified as allegation #2 in the ROI. My supervisor [REDACTED] has already approved and it has been uploaded into I2M. Attached is a copy for your review.

Thanks,

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED] [REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:45 PM
To: [REDACTED]@epa.gov>
Subject: ROI

I made only minor corrections. Changed some spacing just for looks. Review and then forward on to your OC attorney for legal review. thx

[REDACTED]

Special Agent
EPA OIG-Ofc of Investigations
Research Triangle Park, NC

[REDACTED]

[REDACTED] [@epa.gov](mailto:[REDACTED]@epa.gov)

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 5:45 PM
To: [REDACTED]
Subject: RE: Document Resubmittal Requested (02/05/2016 at 05:26:47P)

Ok, I'm fine either way.

From: [REDACTED]
Sent: Friday, February 05, 2016 5:35 PM
To: [REDACTED]@epa.gov>
Subject: Re: Document Resubmittal Requested (02/05/2016 at 05:26:47P)

Been thinking about it, if you think [REDACTED] (b) (5), (b) (6), (b) (7)(C)

Sent from my iPhone

On Feb 5, 2016, at 5:27 PM, [REDACTED]@EPA.GOV" [REDACTED]@EPA.GOV> wrote:

EPA OIG - Investigations

Case: UNKNOWN SUBJECT: POSSIBLE THEFT OF FILES FROM AIR, PESTICIDES AND TOXIC SUBSTANCES MANAGEMENT DIVISION, EPA REGION 4, ATLANTA, GA (OI-AT-2015-CAC-0031)

Agent: [REDACTED]

Action: Document Resubmittal Requested by [REDACTED]

Type: Report of Investigation

Description: REPORT OF INVESTIGATION (Q) - Admin Referral

Reason: Submit the final signed version when rec'd.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, February 10, 2016 12:50 PM
To: [REDACTED]
Subject: RE: ROI

No problem. Great work there.

From: [REDACTED]
Sent: Wednesday, February 10, 2016 12:49 PM
To: [REDACTED] >
Subject: Re: ROI

Thanks. (b) (5), (b) (6), (b) (7)(C)

[REDACTED]
[REDACTED] Thanks again

Sent from my iPhone

On Feb 10, 2016, at 11:38 AM, [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)> wrote:

[REDACTED]

I reviewed allegation 2, looks good.

Also, not sure if you are going to highlight in your transmittal memo, but from my quick read (b) (5), (b) (6), (b) (7)(C)

From: [REDACTED]
Sent: Wednesday, February 10, 2016 10:46 AM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Cc: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: Fwd: ROI

████ wanted me to forward this ROI to you for review. During this investigation a related employee issue was identified, allegation 2. █████ is also currently reviewing the ROI.

Thanks,

████

Sent from my iPhone

Begin forwarded message:

From: █████@epa.gov>
Date: February 9, 2016 at 12:07:31 PM CST
To: █████@epa.gov>
Subject: RE: ROI

Yeah, you can send him a copy too so he's in the loop. He normally doesn't do anything with it. Let █████ know █████ has the ROI for review.

From: █████
Sent: Tuesday, February 09, 2016 12:15 PM
To: █████@epa.gov>
Subject: Fwd: ROI

████

Since allegation2 related to employee, does █████ review?

Sent from my iPhone

Begin forwarded message:

From: █████@epa.gov>
Date: February 5, 2016 at 2:52:07 PM CST
To: █████@epa.gov>
Subject: RE: ROI

<image001.gif>

Just forwarded to [REDACTED], forgot to list you in distribution. Sorry,

[REDACTED]

From: [REDACTED]

Sent: Friday, February 05, 2016 3:45 PM

To: [REDACTED] [@epa.gov](#)

Subject: ROI

I made only minor corrections. Changed some spacing just for looks. Review and then forward on to your OC attorney for legal review. thx

[REDACTED]

Special Agent

EPA OIG-Ofc of Investigations

Research Triangle Park, NC

[REDACTED]

[REDACTED] [@epa.gov](#)

[REDACTED]

From: [REDACTED]
Sent: Thursday, February 18, 2016 12:02 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: ROI

Hi [REDACTED],
Your ROI is third in line in my ROI stack at the moment. I haven't had time to get to any ROI's so far this week, would next week work for you for me to get back to you?
Thanks
[REDACTED]

From: [REDACTED]
Sent: Thursday, February 18, 2016 11:15 AM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: ROI

[REDACTED], have you had an opportunity to review the ROI?

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:51 PM
To: [REDACTED]@epa.gov>
Subject: FW: ROI

[REDACTED],

You were listed as the Attorney for this investigation. While investigating the initial allegation, a related employee matter was identified. The employee matter is identified as allegation #2 in the ROI. My supervisor [REDACTED] has already approved and it has been uploaded into I2M. Attached is a copy for your review.

Thanks,
[REDACTED]

[REDACTED] Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:45 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: ROI

I made only minor corrections. Changed some spacing just for looks. Review and then forward on to your OC attorney for legal review. thx

[REDACTED]
Special Agent
EPA OIG-Ofc of Investigations
Research Triangle Park, NC
[REDACTED]

[REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>

[REDACTED]

From: [REDACTED]
Sent: Monday, February 29, 2016 11:37 AM
To: [REDACTED]
Subject: RE: ROI

Looks good.

From: [REDACTED]
Sent: Monday, February 29, 2016 11:20 AM
To: [REDACTED]@epa.gov>
Subject: FW: ROI

[REDACTED] is supposed to have the ROI reviewed by today (see message below). For your review, a copy to the ROI cover memo is attached.

[REDACTED]

From: [REDACTED]
Sent: Friday, February 26, 2016 4:11 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: Re: ROI

Hi [REDACTED]

I'm working on finishing up the last ROI ahead of yours right now, so it looks like I'll be finishing yours Monday. Sorry for any inconvenience.

Thanks

[REDACTED]

On Feb 26, 2016, at 1:40 PM, [REDACTED]@epa.gov> wrote:

<image001.gif>

[REDACTED],

Did you get a chance to review the ROI?

[REDACTED]

From: [REDACTED]
Sent: Thursday, February 18, 2016 12:02 PM
To: [REDACTED] <[REDACTED]@epa.gov>
Cc: [REDACTED] <[REDACTED]@epa.gov>
Subject: RE: ROI

Hi [REDACTED],
Your ROI is third in line in my ROI stack at the moment. I haven't had time to get to any ROI's so far this week, would next week work for you for me to get back to you?
Thanks
[REDACTED]

From: [REDACTED]
Sent: Thursday, February 18, 2016 11:15 AM
To: [REDACTED] <[REDACTED]@epa.gov>
Cc: [REDACTED] <[REDACTED]@epa.gov>
Subject: FW: ROI

[REDACTED], have you had an opportunity to review the ROI?

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:51 PM
To: [REDACTED] <[REDACTED]@epa.gov>
Subject: FW: ROI

[REDACTED],

You were listed as the Attorney for this investigation. While investigating the initial allegation, a related employee matter was identified. The employee matter is identified as allegation #2 in the ROI. My supervisor ([REDACTED]) has already approved and it has been uploaded into I2M. Attached is a copy for your review.

Thanks,
[REDACTED]

[REDACTED] Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:45 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: ROI

I made only minor corrections. Changed some spacing just for looks. Review and then forward on to your OC attorney for legal review. thx

[REDACTED]
Special Agent
EPA OIG-Ofc of Investigations
Research Triangle Park, NC
[REDACTED]

[REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>

[REDACTED]

From: [REDACTED]
Sent: Monday, February 29, 2016 1:34 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: ROI

Hi [REDACTED],

I've gotten a few urgent, unexpected assignments including Congressional requests. I'm hoping I can get back to you this week but am not sure when right now. Please let me know if there is a need on your end for an exact time but I'll keep you posted and will do my best to get back to you asap sometime this week.

Thanks
[REDACTED]

From: [REDACTED]
Sent: Friday, February 26, 2016 4:11 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: ROI

Hi [REDACTED],

I'm working on finishing up the last ROI ahead of yours right now, so it looks like I'll be finishing yours Monday. Sorry for any inconvenience.

Thanks
[REDACTED]

On Feb 26, 2016, at 1:40 PM, [REDACTED] [@epa.gov](mailto:[REDACTED]@epa.gov)> wrote:

<image001.gif>

Did you get a chance to review the ROI?

[REDACTED]

From: [REDACTED]
Sent: Thursday, February 18, 2016 12:02 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Cc: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: RE: ROI

Hi [REDACTED],
Your ROI is third in line in my ROI stack at the moment. I haven't had time to get to any ROI's so far this week, would next week work for you for me to get back to you?

Thanks
[REDACTED]

From: [REDACTED]
Sent: Thursday, February 18, 2016 11:15 AM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Cc: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: FW: ROI

[REDACTED], have you had an opportunity to review the ROI?

[REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:51 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: FW: ROI

[REDACTED],

You were listed as the Attorney for this investigation. While investigating the initial allegation, a related employee matter was identified. The employee matter is identified as allegation #2 in the ROI. My supervisor ([REDACTED]) has already approved and it has been uploaded into I2M. Attached is a copy for your review.

Thanks,
[REDACTED]

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED] [REDACTED]

From: [REDACTED]
Sent: Friday, February 05, 2016 3:45 PM
To: [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>
Subject: ROI

I made only minor corrections. Changed some spacing just for looks. Review and then forward on to your OC attorney for legal review. thx

[REDACTED]
Special Agent
EPA OIG-Ofc of Investigations
Research Triangle Park, NC
[REDACTED]

[REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)>

[REDACTED]

From: [REDACTED]
Sent: Sunday, March 06, 2016 4:24 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: ROI
Attachments: ROI - Poss Theft of Files from APTSMD R4_OCedits.docx

Hi [REDACTED],

Nice job on the report, please see the attached version with my edits and comments in track changes. I wanted to send this to you on Friday but was having issues with my network connection so am sending it now so it's at least in your inbox before the next workweek starts.

Please let me know if you have any questions/concerns about any of the edits/comments and please let me know if I can assist with anything further. If you'd rather call than email, my office line is [REDACTED]. On Mondays and Fridays you can reach me at [REDACTED]

Thanks,
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Monday, March 07, 2016 12:32 PM
To: [REDACTED]
Subject: Re: Email?

Ok, thanks. I know I sent it but for some reason it's not showing up in my email's sent folder.

From: [REDACTED]
Sent: Monday, March 7, 2016 12:29 PM
To: [REDACTED]
Subject: RE: Email?

I got it. Changes made and forwarded to HQ for signature

Thank you,

[REDACTED]

From: [REDACTED]
Sent: Monday, March 07, 2016 12:28 PM
To: [REDACTED]@epa.gov>
Subject: Email?

Hi [REDACTED]
I've been having issues with my connectivity for a few days and I don't see the email in which I sent you back the ROI in my sent box. Not sure if it's a glitch. Did you receive the email I sent you with the edited ROI?

Thanks
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, March 16, 2016 11:34 AM
To: [REDACTED]
Subject: FW: ROI

It's been over a week, would you inquire as to an ETA for report? This report has been under some type of review for over 6 weeks now. Only minor grammatical changes had been recommended as a result of these reviews.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, March 08, 2016 9:44 AM
To: [REDACTED]@epa.gov; [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: RE: ROI

Got it. Thank you.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, March 08, 2016 8:15 AM
To: [REDACTED]@epa.gov; [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: ROI

ROI for Pat's signature.

From: [REDACTED]
Sent: Monday, March 07, 2016 8:22 AM
To: [REDACTED]@epa.gov; [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: FW: ROI

OC has completed ROI review (see below). Attached is a copy of the final draft for HQ review and signature(s).

From: [REDACTED]
Sent: Sunday, March 06, 2016 4:24 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: ROI

Hi [REDACTED],

Nice job on the report, please see the attached version with my edits and comments in track changes. I wanted to send this to you on Friday but was having issues with my network connection so am sending it now so it's at least in your inbox before the next workweek starts.

Please let me know if you have any questions/concerns about any of the edits/comments and please let me know if I can assist with anything further. If you'd rather call than email, my office line is [REDACTED] On Mondays and Fridays you can reach me at [REDACTED].

Thanks,
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, March 29, 2016 1:42 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: ROI.docx
Attachments: ROI.docx

[REDACTED],

Re our conversation, attached is the ROI with the adjustments we discussed. There should be a red mark in the left margin where the adjustment was made. I will work to get the cover page signed so we can close this case out. Thank you for your help.

[REDACTED]

[REDACTED]

From: oi@epa.gov
Sent: Tuesday, March 29, 2016 4:54 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: OI-AT-2015-CAC-0031
Attachments: OI-AT-2015-CAC-0031.pdf

Great work [REDACTED]. Your help and support is appreciated. Please don't forget to date stamp the report before distribution. Thank You, [REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, April 01, 2016 8:23 AM
To: [REDACTED]
Subject: Re: Cover letter for ROI

Yes, that's fine.

Sent from my iPhone

On Apr 1, 2016, at 08:20, [REDACTED] <[\[REDACTED\]@epa.gov](mailto:[REDACTED]@epa.gov)> wrote:

Do you want me to sign this for you for I can distribute today?

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]

[REDACTED]

<ROI Cover Memo.docx>

[REDACTED]

From: [REDACTED]
Sent: Tuesday, April 05, 2016 9:22 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: RESTRICTED INFORMATION - OIG Referral

Ok ... Thanks and again appreciate all of your work.
[REDACTED]

From: [REDACTED]
Sent: Tuesday, April 05, 2016 7:00 AM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>
Subject: RE: RESTRICTED INFORMATION - OIG Referral

Thank you. I'll forward all exhibits and release evidence to [REDACTED]

From: [REDACTED]
Sent: Monday, April 04, 2016 11:47 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@epa.gov>
Subject: RE: RESTRICTED INFORMATION - OIG Referral

Thank you for providing the attached report. While I am on a [REDACTED], I will be requesting that [REDACTED], [REDACTED],
respond to your report.
[REDACTED]

From: [REDACTED]
Sent: Friday, April 01, 2016 9:12 AM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@epa.gov>
Subject: RESTRICTED INFORMATION - OIG Referral

[REDACTED],

Attached is a copy of an EPA-OIG Report of Investigation for your review. I have copies of the Exhibits referenced in this report, as well as evidence seized during this investigation, for you. Please advise of a convenient time in which we may meet so I can transfer custody to these records to you.

After review, advise this office of any administrative action proposed or taken by you within 30 days. If you have any questions regarding this investigative report, you are encouraged to contact me at [REDACTED]

Respectfully,

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General
Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]

Subject:
Location:

[REDACTED]

Start:
End:
Show Time As:

Tue 4/5/2016 1:30 PM
Tue 4/5/2016 2:00 PM
Tentative

Recurrence:

(none)

Meeting Status:

Not yet responded

Organizer:
Required Attendees:

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Thursday, May 26, 2016 3:42 PM
To: [REDACTED]
Subject: RE: RESTRICTED INFORMATION - OIG Referral
Attachments: OIG Response CSEB Records.pdf

[REDACTED]

Please see attached. I had this completed, but forgot to send you the memo. Please see the attached memo and let me know if you need anything additional or have any questions.

Thanks,

[REDACTED]

From: [REDACTED]
Sent: Thursday, May 26, 2016 2:07 PM
To: [REDACTED]@epa.gov>
Subject: RE: RESTRICTED INFORMATION - OIG Referral

[REDACTED]

Has there been a resolution on this?

Thanks,

[REDACTED]

From: [REDACTED]
Sent: Thursday, April 21, 2016 6:26 PM
To: [REDACTED]@epa.gov>
Subject: FW: RESTRICTED INFORMATION - OIG Referral

After conferring with our labor relations specialist and personnel attorney, I have determined the appropriate actions to address the concerns identified in your report. [REDACTED] is not in the office until [REDACTED] and I will be on travel most of that week. In order to address all concerns identified in the report of investigation, I am requesting an extension until May 17 to respond to the report.

Thanks for your consideration of this request.

[REDACTED]
Air, Pesticides and Toxics Management Division

From: [REDACTED]
Sent: Monday, April 04, 2016 11:48 PM
To: [REDACTED] <[REDACTED]@epa.gov>
Cc: [REDACTED] <[REDACTED]@epa.gov>
Subject: FW: RESTRICTED INFORMATION - OIG Referral

Hello [REDACTED]
Please see the note from [REDACTED]... I copied you on the response to [REDACTED]
[REDACTED]

From: [REDACTED]
Sent: Friday, April 01, 2016 9:12 AM
To: [REDACTED] <[REDACTED]@epa.gov>
Cc: [REDACTED] <[REDACTED]@epa.gov>; [REDACTED] <[REDACTED]@epa.gov>; [REDACTED] <[REDACTED]@epa.gov>
Subject: RESTRICTED INFORMATION - OIG Referral

[REDACTED],

Attached is a copy of an EPA-OIG Report of Investigation for your review. I have copies of the Exhibits referenced in this report, as well as evidence seized during this investigation, for you. Please advise of a convenient time in which we may meet so I can transfer custody to these records to you.

After review, advise this office of any administrative action proposed or taken by you within 30 days. If you have any questions regarding this investigative report, you are encouraged to contact me at [REDACTED].

Respectfully,

[REDACTED], Special Agent
Environmental Protection Agency, Office of Inspector General

Office of Investigations
61 Forsyth Street, Suite 12T20
Atlanta, GA 30303
Office: [REDACTED]
Fax: (404) 562-9856

[REDACTED]

From: [REDACTED]
Sent: Friday, December 09, 2016 5:39 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: OIG investigation case# OI-AT-2015-CAC-0031

Hello [REDACTED],

My name is [REDACTED], EPA's [REDACTED] responsible for submitting an unauthorized destruction report to the National Archives and Records Administration (NARA) regarding the loss of Enforcement Files in Region 4's Air, Pesticides and Toxics Management Division. [REDACTED] received input from [REDACTED] and [REDACTED]. Below you'll see [REDACTED] response to a few clarifying questions. Please note where I asked, was [REDACTED] okay with the statement:

(b) (5)

[REDACTED] said [REDACTED] was not okay with the statement and recommended that you would be the best source to answer this question, since actions may have been taken after referral of the investigation findings.

(b) (5)

Please response with your input as soon as possible, but no later than Tuesday, December 13, 2016, as a final report is due to NARA on the 14th.

Thanks you in advance for your response.

P.S. I'm sorry for sending this message so late in the day, but [REDACTED] all day.

Thank you

[REDACTED]
Office of Environmental Information (OEI)
Office of Enterprise Information Programs (OEIP)
Enterprise Records Management Division (ERMD)
1301 Constitution Ave., NW, Washington, DC

William Jefferson Clinton West Building
Mail Code 2822T, Washington, DC 20460
Phone: [REDACTED]

From: [REDACTED]
Sent: Friday, December 09, 2016 8:12 AM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>; [REDACTED]@epa.gov>
Subject: RE: OIG investigation case# OI-AT-2015-CAC-0031

[REDACTED],

I'm out of the office until Monday so I don't have access to my file. I've attached a response to your questions based on my memory. I may have additional info once I have access to my file.

From: [REDACTED]
Sent: Thursday, December 08, 2016 6:36 PM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@EPA.GOV>; [REDACTED]@epa.gov>
Subject: OIG investigation case# OI-AT-2015-CAC-0031

Hello [REDACTED],

In compliance with 44 U.S.C. Sections 3106, 36 C.F.R. Section 1230.14 and 1230.16, as EPA's [REDACTED] responsible for reporting to the National Archives and Records Administration alleged and actual unauthorized destruction of Agency records. I am currently reporting on the above case that you investigated in Region 4's Air, Pesticides & Toxics Management Division. I have the following questions for which I need your assistance to help clarify:

- How exactly were the files discovered to be missing? Enforcement Staff reported difficulties in, or inability to, locate the Section's files as far back as 2012/2013. Two staff members reported having conversations with the Section's supervisor/manager related to missing files prior to January 2014. [REDACTED] within this Section reported that as early as January 2014, [REDACTED] noticed that a large portion of [REDACTED] Section's files were missing from their assigned space. [REDACTED] assumed staff had removed the files and were holding them in their workspaces. No attempt was made to locate any files at that time. By June/July 2014, [REDACTED] realized the section was not going to meet its number of assigned "commitments" for

FY 2014. When [REDACTED] went to retrieve files [REDACTED], only a small number of files (approximately 30) were found in Section's file room. The situation was immediately reported to the [REDACTED]. Only a cursory effort was made to locate the missing files at that time. It was not until September/October 2014, when questioned by APTSMC managers about the Branch's failure to meet its assigned enforcement goals, or "commitments", for FY2014 that [REDACTED] notified senior managers of the situation involving the missing files.

- It's my understanding that it was determined that 93 files were ultimately missing at the end of the investigation. Were any of those 93 files found elsewhere or reconstructed? To the best of my knowledge, none of the 93 missing files were ever located nor was I ever informed that any of the missing files were reconstructed; however, I cannot say with certainty that no effort was made to reconstruct any of the missing files.
- Are you okay with this statement? NO
(b) (5) [REDACTED]
- If not, do you have a more accurate statement that I should report to NARA to describe actions taken to salvage, retrieve or reconstruct the records? I would think [REDACTED] [REDACTED] would probably be the best source for that information because actions may have been taken after referral of the investigative findings.
- When was the OIG investigation completed? And when was the report completed/released? The OIG investigation was initiated on 01/30/2015. The results were forwarded to Agency officials on 04/01/2016. The OIG investigation was closed on 06/28/2016.

Since EPA's report to NARA is due on December 14th, I would appreciate your response as soon as possible, but no later than Tuesday, December 13, 2016.

Thank you in advance for your assistance.

[REDACTED]
Office of Environmental Information (OEI)
Office of Enterprise Information Programs (OEIP)
Enterprise Records Management Division (ERMD)
1301 Constitution Ave., NW, Washington, DC
William Jefferson Clinton West Building
Mail Code 2822T, Washington, DC 20460
Phone: [REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, December 09, 2016 11:07 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: OIG investigation case# OI-AT-2015-CAC-0031

[REDACTED]

In the interest of time, you should probably follow up with [REDACTED] referenced below.

[REDACTED]

[REDACTED] | US EPA | Office of General Counsel | 1200 Pennsylvania Ave., NW | WJC North, Mail Code 2377A | Washington DC 20460 | phone: [REDACTED]

From: [REDACTED] n
Sent: Friday, December 09, 2016 8:19 AM
To: [REDACTED]@epa.gov>
Cc: [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@epa.gov>; [REDACTED]@epa.gov>
Subject: Re: OIG investigation case# OI-AT-2015-CAC-0031

Thanks for the quick response.

[REDACTED]

On Dec 9, 2016, at 8:12 AM, [REDACTED]@epa.gov> wrote:

[REDACTED]

I'm out of the office until Monday so I don't have access to my file. I've attached a response to your questions based on my memory. I may have additional info once I have access to my file.

[REDACTED]

From [REDACTED]
Sent: Thursday, December 08, 2016 6:36 PM
To: [REDACTED] <[REDACTED]@epa.gov>
Cc: [REDACTED] <[REDACTED]@epa.gov>; [REDACTED] <[REDACTED]@epa.gov>; [REDACTED] <[REDACTED]@epa.gov>; [REDACTED] <[REDACTED]@EPA.GOV>; [REDACTED] <[REDACTED]@epa.gov>
Subject: OIG investigation case# OI-AT-2015-CAC-0031

Hello [REDACTED],

In compliance with 44 U.S.C. Sections 3106, 36 C.F.R. Section 1230.14 and 1230.16, as EPA's [REDACTED], I am responsible for reporting to the National Archives and Records Administration alleged and actual unauthorized destruction of Agency records. I am currently reporting on the above case that you investigated in Region 4's Air, Pesticides & Toxics Management Division. I have the following questions for which I need your assistance to help clarify:

- How exactly were the files discovered to be missing? Enforcement Staff reported difficulties in, or inability to, locate the Section's files as far back as 2012/2013. Two staff members reported having conversations with the Section's supervisor/manager related to missing files prior to January 2014. [REDACTED] within this Section reported that as early as January 2014, [REDACTED] noticed that a large portion of [REDACTED] Section's files were missing from their assigned space. [REDACTED] assumed staff had removed the files and were holding them in their workspaces. No attempt was made to locate any files at that time. By June/July 2014, [REDACTED] realized the section was not going to meet its number of assigned "commitments" for FY 2014. When [REDACTED] went to retrieve files [REDACTED] only a small number files (approximately 30) were found in Section's file room. The situation was immediately reported to the [REDACTED]. Only a cursory effort was made to locate the missing files at that time. It was not until September/October 2014, when questioned by APTSMD managers about the Branch's failure to meet its assigned enforcement goals, or "commitments", for FY2014 that [REDACTED] notified senior managers of the situation involving the missing files.
- It's my understanding that it was determined that 93 files were ultimately missing at the end of the investigation. Were any of those 93 files found elsewhere or reconstructed? To the best of my knowledge, none of the 93 missing files were ever located nor was I ever informed that any of the missing files were reconstructed; however, I cannot say with certainty that no effort was made to reconstruct any of the missing files.
- Are you okay with this statement? NO

(b) (5)

[REDACTED]

- If not, do you have a more accurate statement that I should report to NARA to describe actions taken to salvage, retrieve or reconstruct the records? I would think [REDACTED] would probably be the best source for that information because actions may have been taken after referral of the investigative findings.
- When was the OIG investigation completed? And when was the report completed/released? The OIG investigation was initiated on 01/30/2015. The results were forwarded to Agency officials on 04/01/2016. The OIG investigation was closed on 06/28/2016.

Since EPA's report to NARA is due on December 14th, I would appreciate your response as soon as possible, but no later than Tuesday, December 13, 2016.

Thank you in advance for your assistance.

[REDACTED]

Office of Environmental Information (OEI)
Office of Enterprise Information Programs (OEIP)
Enterprise Records Management Division (ERMD)
1301 Constitution Ave., NW, Washington, DC
William Jefferson Clinton West Building
Mail Code 2822T, Washington, DC 20460
Phone: [REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Thursday, December 08, 2016 6:36 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: OIG investigation case# OI-AT-2015-CAC-0031

Hello [REDACTED],

In compliance with 44 U.S.C. Sections 3106, 36 C.F.R. Section 1230.14 and 1230.16, as EPA's [REDACTED], I am responsible for reporting to the National Archives and Records Administration alleged and actual unauthorized destruction of Agency records. I am currently reporting on the above case that you investigated in Region 4's Air, Pesticides & Toxics Management Division. I have the following questions for which I need your assistance to help clarify:

- How exactly were the files discovered to be missing?
- It's my understanding that it was determined that 93 files were ultimately missing at the end of the investigation. Were any of those 93 files found elsewhere or reconstructed?
- Are you okay with this statement?
(b) (5) [REDACTED]
- If not, do you have a more accurate statement that I should report to NARA to describe actions taken to salvage, retrieve or reconstruct the records?
- When was the OIG investigation completed? And when was the report completed/released?

Since EPA's report to NARA is due on December 14th, I would appreciate your response as soon as possible, but no later than Tuesday, December 13, 2016.

Thank you in advance for your assistance.

[REDACTED]

Office of Environmental Information (OEI)
Office of Enterprise Information Programs (OEIP)
Enterprise Records Management Division (ERMD)

1301 Constitution Ave., NW, Washington, DC
William Jefferson Clinton West Building
Mail Code 2822T, Washington, DC 20460
Phone: [REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, November 02, 2016 4:47 PM
To: [REDACTED]
Subject: [REDACTED]

Hi [REDACTED],
I am working on the semiannual Grassley-Johnson congressional request.
Please read this summary of the subject case and let me know if it is accurate; please edit, as necessary.

[REDACTED]

CASE NUMBER: OI-AT-2015-CAC-0031

An undetermined quantity of files were allegedly missing from secured EPA office space. The missing files included inspection and enforcement records, used to process air quality violations within EPA Region 4. The OIG investigation determined that 93 missing inspection/enforcement files were unintentionally destroyed or removed from EPA property by an EPA employee; no criminal intent was found. While supervisors and managers were aware that files were missing, no significant effort was made to locate the missing files or protect the remaining files. Evidence collected identified a lack of internal controls as a significant contributing factor in the office's failure to account for the files. A referral to Region 4 officials resulted in several administrative actions. Additional safeguards and procedures were instituted to assure the security of the office files; additional records management training was provided to the section's staff; and, one employee was verbally counseled for violation of the EPA's records management policy.

Thanks!

[REDACTED]

EPA | OIG | Office of Investigations | Operations Support Division | [REDACTED]